

**Minutes of the 2012-2013 Fiscal Year Budget Work Sessions
Special Meeting of the Yancey County Board of Commissioners
Yancey County Courthouse, Burnsville, North Carolina**

Present at the 23 April 2012 meeting of the Yancey County Board of County Commissioners were Chairman Johnny Riddle, Commissioners Jill Austin, Dale England, Michelle Presnell and Marvin Holland, County Manager and Assistant Clerk to the Board Nathan Bennett, Finance Director Lynne Hensley and Finance Officer Brandi Burleson.

Call to Order and Approval of Agenda

Chairman Riddle called the meeting to order and then asked for a motion to approve the agenda. Commissioner Presnell made a motion to approve the agenda and it was seconded by Commissioner England. The vote to approve was unanimous. (Attachment A)

Budget Review

Chairman Riddle recognized Mrs. Lynne Hensley, Mrs. Brandi Burleson, and Mr. Nathan Bennett. Mrs. Hensley, Mrs. Burleson, and Mr. Bennett reviewed the budget process for county governments. The Board was reminded that this is a lengthy process that requires different drafts of the budget. Mrs. Hensley, Mrs. Burleson, and Mr. Bennett also reviewed some requests that had been received from different county departments and other organizations. The Board stated that they would like to continue support for the Toe River Arts Council and other community organizations such as Hospice of Yancey, Humane Society, and the Reconciliation House. Discussion also occurred concerning purchasing the former library annex building. All county staff stated that they would like to look into this possibility and others when developing the budget for this fiscal year.

Budget Amendment #5

The Board next heard from Mrs. Hensley and Mrs. Burleson concerning budget amendment #5. Mrs. Hensley and Mrs. Burleson explained the need for the budget amendment to make sure all of the expenditures and revenues were still in line. Upon hearing from Mrs. Hensley and Mrs. Burleson, Commissioner Holland made a motion to approve budget amendment #5. The motion was seconded by Commissioner England and the vote to approve was unanimous. (Attachment B)

Audit Contract

The Board also heard from Mrs. Hensley and Mrs. Burleson concerning the audit contract with Dixon Hughes Goodman. Mrs. Hensley and Mrs. Burleson stated that the audit contract for this year was for \$ 48,000 which is down from \$50,000 which was paid last year. Mrs. Hensley and Mrs. Burleson stressed the need to have a good auditing firm because the county finance staff depends on them for support and advise to provide their expert opinion. Upon hearing from Mrs. Hensley and Mrs. Burleson, Commissioner Austin made a motion to approve the audit contract with Dixon Hughes Goodman. The motion was seconded by Commissioner Holland and the vote to approve was unanimous. (Attachment C)

Recess

Having no further business for today, Commissioner Holland made a motion to recess until May 7, 2012 at 8:30 am and it was seconded by Commissioner Austin. The vote to recess was unanimous.

MAY 7, 2012 8:30 a.m.

Chairman Riddle reconvened the recess meeting from April 23, 2012 with Chairman Johnny Riddle, Commissioners Jill Austin, Dale England, Marvin Holland, and Michele Presnell present. Also in attendance were County Manager and Assistant Clerk to the Board Nathan Bennett, Finance Director Lynne Hensley, and Finance Officer Brandi Burleson.

Budget Work Session

The Budget Work Session began with Board discussing the Economic Development Commission. The Board discussed the importance of the Economic Development Commission to the County. The Board discussed possible additional funding for the EDC to help with film recruitment and to fund the need for a full-time employee. County Manager Nathan Bennett stated that the Board had a meeting with the EDC Board of Directors on May 14th. The Board next discussed DSS and the reduction of three positions for the agency. The Board also

discussed options for fuel for the county vehicles. Finance Office staff gave the Board the 3rd Quarter Report for the 2011-12 fiscal year budget.

Recess

Having no further business at this time Commissioner England made a motion to recess the meeting until May 21st at 8:30 am. The motion was seconded by Commissioner Austin and the vote to recess was unanimous.

MAY 21, 2012 8:30 am

Chairman Riddle reconvened the budget work session with Commissioners Austin, England, Holland, and Presnell present. Also in attendance were County Manager and Assistant Clerk to the Board Nathan Bennett, Finance Director Lynne Hensley, Finance Officer Brandi Burleson, Tax Administrator Jeff Boone, Tax Collector Fonda Thomas, Sharon Edmundson and Miranda Cannedy with the North Carolina Treasurer's Office.

Budget Work Session

The Board first heard from Mrs. Lynne Hensley and Mrs. Brandi Burleson. The finance staff stated that they are bringing a balanced budget before the Board for consideration. The finance staff went through some highlights of the budget. Mrs. Hensley and Mrs. Burleson stated that Mayland Community College, The Toe River Health District, and the Economic Development Commission saw some increased appropriation. In addition there is another \$400,000 contribution to the fund balance. The Board also heard from Mr. Boone and Mrs. Thomas concerning the tax collection rate for 2011-12. Mr. Boone and Mrs. Thomas reported that the tax collection rate is over 95% this year, for the first time in a long time. They also updated the Board on some other projects that have been going on with Tax Management Associates to do business personal property and Zacchaeus Legal Services to help with foreclosures. Mrs. Hensley also reported to the Board the progress that is being made from the June 30, 2011 audit comments and the corrective action plan that has followed those comments (Attachment D). Ms. Edmundson commended the finance staff for addressing the audit comments in such a timely manner. Ms. Edmundson also told the Board that there is a fine line of meeting needs and putting money toward the fund balance. She encouraged the Board to continue toward the Board's goal of a 16% fund balance but certainly to reach the mandatory 8%. After hearing from Ms. Edmundson, County Manager Nathan Bennett notified the Board that they needed to make an authorization for maintenance of effort funds (funds given for mental health services) for Fiscal Year 2011-12. Upon hearing from Mr. Bennett, Commissioner Austin made a motion to authorize \$15,000 of the maintenance of effort funds to go to Yancey Residential and \$11,000 to go to RHA Behavioral Health. Having no further business at this time, Commissioner Austin made a motion to recess until June 18, 2012 at 8:30 am. The motion was seconded by Commissioner Presnell and the vote to recess was unanimous.

JUNE 18, 2012 8:30 am

Chairman Riddle reconvened the meeting recessed from May 21, 2012 with Commissioners Austin, Presnell, and Holland present. Also present for the meeting were County Manager and Assistant Clerk to the Board Nathan Bennett, Finance Director Lynne Hensley, and Finance Officer Brandi Burleson.

Budget Work Session

The Finance Office staff brought an update for the 2012-13 budget to the Board. Finance Officer Brandi Burleson outlined the items that had been changed in the budget since the last work session. She stated that the rent for the Ag Center was raised to include remodeling costs. Also, the IT budget was increased for needed updates to county software programs, the North Carolina Forest Service increased due to relocation of their offices, and the E-911 dispatchers pay were to be increased to pay the same as Sheriff Department dispatchers. Upon hearing the update from the 2012-13 budget the Board next heard from County Manager Nathan Bennett and the Finance Office about the need to amend the project ordinances for the library project, the

social services building and the recreation grounds to reflect actual revenues and expenses. Upon hearing from Mr. Bennett and the Finance Office staff, Commissioner Holland made a motion to approve the amended project ordinances for the Yancey County Department of Social Services Building, Yancey County Recreational Grounds, and the Yancey County Public Library. The motion was seconded by Commissioner Austin and the vote to approve was unanimous (Attachments E, F, and G). Having no further business for this meeting Commissioner Presnell made a motion to recess the meeting until June 25, 2012 at 8:30 am. The motion was seconded by Commissioner Holland and the vote to recess was unanimous.

JUNE 25, 2012 8:30

Chairman Riddle reconvened the meeting that was recessed from June 18, 2012 with Commissioners Austin and Holland attending the meeting by phone in the Commissioner's Board Room. Also present was County Manager and Assistant Clerk to the Board Nathan Bennett.

Budget Work Session

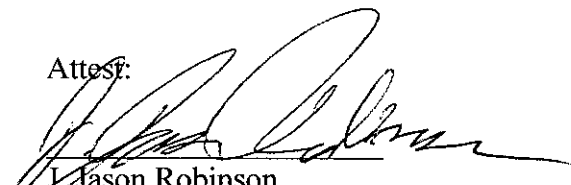
The Board heard from County Manager Nathan Bennett concerning Budget Amendment #6. This amendment was the final amendment for the 2011-12 budget and was to make sure everything was correct for 2011-12. Upon hearing from County Manager Bennett, Commissioner Holland made a motion to approve budget amendment #6 and the motion was seconded by Commissioner Austin. The vote to approve was unanimous (Attachment H).

Adjournment

Having no further business Commissioner Holland made a motion to adjourn the Budget Work Sessions for the 2012-13 budget. The motion was seconded by Commissioner Austin and the vote to adjourn was unanimous.

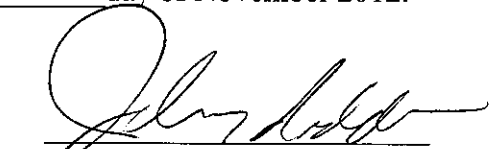
Approved and authenticated on this the 1st day of November 2012.

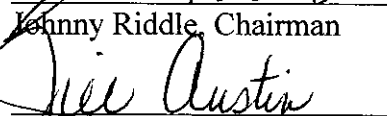
Attest:


Jason Robinson
Clerk to the Board

(county seal)

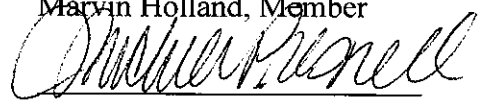



Johnny Riddle, Chairman


Jill Austin, Member


Dale England, Member


Marvin Holland, Member


Michele Presnell, Member